

# Year 10 Careers Employment, Information Advice and Guidance

A stable careers programme

- **Throughout** my subjects, PSHE, RSE and Form, I will be able to talk to any member of staff about my developing **interests** and career.
- I will have **access** to information from staff and be given the right advice when I need it.
- I know there will be **opportunities** for me throughout my learning at the All Saints Academy Dunstable.
- I will engage with my **Unifrog** account.

Learning from the career and labour market information

- I will create a **CV** and **Covering Letter** to support my application for my selected **work experience opportunity**.
- I will receive feedback on these from my **Form Tutor** and ensure that they are **professional** and truly **represent** me at my best.
- I will **take part in activities** to help develop my understanding of what jobs are and will be **available to me in the future**.

Addressing the needs of each student

- I will undertake a **work experience opportunity** that I have helped identify, select and secure that will help me in my **future journey**.

Linking curriculum learning to careers

- **In all of my subjects**, there will be a specific trip, visitor or guest speaker to talk about the **career opportunities** that this course has to offer.
- I will **actively** take part in sessions that help me to **understand** how to learn more about my own **career development**.

Encounters with employers and employees

- I will undertake a **work experience opportunity** that I have helped identify, select and secure that will help me in my **future journey**.
- I will review what I have learnt from my work experience and share this with the wider community.
- I will take part in the **Careers Day** and complete my **target card**.

Experiences of the workplace

- I will undertake a **work experience opportunity** that I have helped identify, select and secure that will help me in my **future journey**.
- I will use my experience to help me **secure** my own **understanding** if my onward **journey**.

Encounters with Further and Higher Education

- During my **subject specific speaker** sessions my teacher will explain the **journey** that I might have to take in order to achieve this career.

Personal guidance

- I will **actively engage** with my own future and make sure that I am the leader in my career path.
- After I have completed my **work experience** I will meet with the Director of Careers to explore my own **understanding of my journey**.